

Public Safety Branch
Fire Group
Fire Series

FIRE MAINTENANCE SUPERINTENDENT

11/90

Summary

Under direction, is responsible for the supervision of the repair and maintenance of all the firefighting engines and firefighting equipment; performs related work as required.

Typical Duties

Supervises and participates in the maintenance, repair and reconditioning of fire engines, pumps, generators, aerial ladders, snorkels, and auxiliary firefighting equipment; makes regular fire station inspections of all fire engines and firefighting equipment and schedules maintenance or repair as needed; supervises the testing, repair and maintenance of fire extinguishers, breathing apparatus and resuscitators; supervises the hose coupling, hose testing and hose repair operation and makes recommendations for replacement when needed; conducts service test on pumpers to check pump pressure and capacity; conducts acceptance tests on new equipment to insure compliance with NFPA standards; keeps maintenance and repair records of all equipment; responds to fire alarms to supervise the adequate operation of equipment; participates in writing specifications for required fire equipment; orders and maintains inventory of spare parts; submits and administers division budget; coordinates maintenance of fire facilities; makes reports as required.

Minimum Qualifications

Training and Experience: Eight years of employment with the El Paso Fire Department including two and one half years at the level of Lieutenant.

Knowledge, Abilities and Skills: Comprehensive knowledge of the maintenance and repair of a wide variety of fire engines and firefighting equipment; comprehensive knowledge of testing equipment; comprehensive knowledge of occupational hazards and safety precautions of the trade; considerable knowledge of administrative practices including budget preparation, record keeping and report writing.

Ability to supervise, assign and schedule the maintenance and repair of firefighting equipment; ability to make quick and accurate decisions in fire and emergency situations; ability to establish and maintain good working relationships with fellow workers and the general public.

Skill in the use of hand tools and testing equipment; skill in the use of firefighting equipment.

Licenses and Certificates: Texas Class "B" Driver's License or an equivalent issued by another state.

Director of Personnel

Department Head